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2 December 1955

MEMORANDUM FOR: Deputy Director (Intelligence)

FROM: Assistant Director for Basic Intelligence

SUBJECT: Manpower Utilization

1. The functions of the Office of Basic Intelligence are: 1) over-all coordination of the NIS Program, and 2) review, editing, publication, and dissemination of the National Intelligence Surveys. These functions are essential to the fulfillment of the responsibilities specifically assigned to the Director of Central Intelligence by NSCID No. 3 dated 13 January 1948. All functions are equal in terms of priority, and no single function can be eliminated without stopping completely all output of NIS. There is no duplication of these functions either within or without CIA, and no other agency, or component of this agency, could assume responsibility for these functions without developing entirely new capabilities equivalent to those now established in OBI. Staff requirements for OBI are based upon workload imposed by more than 40 components of this and other agencies contributing NIS material pursuant to provisions of the above cited NSC directive. The rate of production and priorities for area coverage are prescribed for the program by The Joint Chiefs of Staff. The presently authorized positions for OBI were established on the basis of a number of years experience in processing NIS materials at the rate of production set by the JCS. They represent actual requirements for maintaining acceptable standards in the accomplishment of OBI's mission.

No reduction can be made in the Regional Division as there is now only one area specialist for each regional area of the world. Such a reduction in personnel would result in sacrificing quality of the NIS if OBI maintained its present rate of processing with the reduced staff, or in delays in publication of finished NIS if present processing standards were continued. The first would certainly reduce credibility of the NIS and thus diminish its usefulness, and the latter would be wholly unacceptable to other departments of government, some of which have discontinued departmental programs in the expectation that the finished NIS would be published with reasonable promptness. An alternate course to compensate for reduction of staff would be to engage in a heavier overtime schedule, which would in effect nullify reduction in force savings and place an unacceptable workload on the staff.

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25 YEAR
RE-REVIEW

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...the Office of Basic Intelligence has no functions which are not relevant to the fulfillment of responsibilities placed on the DCI by NSCID No. 3. However, the level of NIS activity is increasing substantially as a result of progressive expansion of the NIS to provide basic intelligence required for Psychological Warfare and United States Information Agency programs; increase in Chapter I production; greater emphasis on maintenance revisions of published NIS; further development of the new NIS unit, and participation in the new International Communism program. The full impact of these developments on OBI activity is expected in FY-1957.

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